

**MINUTES
STATE MENTAL HEALTH, MENTAL RETARDATION
AND SUBSTANCE ABUSE SERVICES BOARD**

*December 6, 2007
Region Ten CSB
Charlottesville, Virginia*

MEMBERS PRESENT: Daniel E. Karnes, Vice Chair
Linda S. Bartlett
Catherine M. Hudgins
Ruth G. Jarvis
Mary J. McQuown
Ananda K. Pandurangi, M.D.
Kathryn A. Smith

MEMBERS ABSENT: Victoria Huber Cochran
Cheryl Ivey Green

**STAFF
PRESENT:** Wendy Brown, Policy Analyst, Office of Planning & Development
Jewel Crosby, Executive Secretary, State Board
Linda Grasewicz, Senior Planner, Office of Planning &
Development
Meghan McGuire, Communications Manager, Office of
Legislation & Public Relations
Hope Merrick, Prevention Director, Office of Substance Abuse
Services
James S. Reinhard, M. D., Commissioner, Office of the
Commissioner
Ruth Anne Walker, Legislation Manager, Office of Legislation &
Public Relations

OTHERS: Patricia Cullen, Prevention Director, Chesterfield CSB
Jane Hickey, Sr. Assistant Attorney General/Chief, Office of the
Attorney General
Ray Gudum, Chair, VACSB
Robert Johnson, Executive Director, Region Ten CSB


CALL TO ORDER: Daniel Karnes, Vice Chair, called the meeting to order at 10:15
a.m. A call for introductions of all attendees took place prior to
proceeding.

AGENDA: *Upon a motion by Mary McQuown and seconded by Linda
Bartlett, the Board unanimously approved the December 6, 2007
agenda as presented.*

MINUTES: *Upon a motion by Catherine Hudgins and seconded by Kathryn Smith, the Board unanimously approved the October 10, 2007 minutes as presented.*

PUBLIC COMMENTS: There were no public comments.

STAFF UPDATES: Jewel Crosby shared information from the Retreat Summary on the duty of the Board to review and comment on all applications for Federal funds. At its annual August retreat, the Board established a Grant Review Committee to review requests for Federal funds prior to their submission. Victoria Cochran and Catherine Hudgins volunteered to serve on the committee. Ms. Crosby shared a draft summary grant application form to be considered for use during the review process and distributed a chart listing current grants. Ms. Crosby requested the board review the form and submit any recommended revisions.

At the Retreat and the October 10 Board Meeting in  Church, the Board discussed establishing liaison assignments by sub state regions. CSBs and state facilities are organized by regions and chairpersons representing those regions as points of contact for State Board liaisons. There are five Health Planning Regions (HPRs) in the state. Ms. Crosby distributed a chart identifying Board Members and region chairpersons by the regional composition taken from the regional planning districts. Because several Board members live in overlapping regions they voiced preferences for creating liaison responsibilities in areas close to their localities rather than by HPR regional composition. Board Members were requested to review the chart and identify the localities or organizations they would prefer to serve as liaison. The Board Chair will make final regional assignments.

Ms. Crosby reminded Board Members that it is time to make the bi-ennial review of the Board's By-laws and provided copies of the current by-laws along with a timeline for review. By-laws were last reviewed and updated in December 2005. Ms. Crosby noted necessary updates of some Code references and suggested revising the By-laws to reflect the establishment of the Grant Review committee. Board members were asked to review and submit recommended updates before the January 15 meeting.

Ruth Anne Walker distributed the Annual Executive Summary of the Board's activities, required by Virginia Code §37.2.-200, (E) (State Board to submit to the Governor and General Assembly before the first day of the regular session an executive summary of the activity and work of the Board no later than the first day of

each regular session of the General Assembly). After some discussion and an opportunity for review by the Board Members present a vote of approval was called for by the Board.

Upon a motion by Kathryn Smith and seconded by Ruth Jarvis, the Board unanimously recommended the proposed Annual Executive Summary be submitted.

Ms. Walker distributed copies of the proposed General Assembly session calendar for December 2007 – January 2008.

Ruth Jarvis expressed an interest in allocating more time for Board Meetings so the Board can more adequately address business without feeling rushed.

**COMMISSIONER ‘S
REPORT:**

Dr. Reinhard updated the Board concerning the Governor’s 2009-2010 Budget and legislative priorities. Dr. Reinhard announced the Governor would present his Budget on December 17, 2007. The commissioner reported on the Central Office’s budget priorities, as impacted by the FY08 \$600 million revenue shortfall. Despite the shortfall, Dr. Reinhard noted the Governor has repeatedly emphasized that his top two budget priorities are Pre-K and mental health.

Dr. Reinhard discussed several details concerning the structural reorganization currently taking place in the Central Office, these include the retirement of Assistant Commissioner for Facility Operations, Jerry Deans. Eliminating the position of Assistant Commissioner for Facility Operation allows consideration of alternatives for reorganization within Central Office to enhance system transformation, accountability, and leadership. He informed the Board that Dr. Jim Evans, Medical Director, Office of Health and Quality Care, would assume Jerry Dean’s duties and responsibilities in the interim. Dr. Reinhard also announced that Chief Deputy Commissioner, Ray Ratke was asked by the Governor to assume additional responsibilities. Mr. Ratke will now serve as Special Advisor on Children’s Services Reform to Health and Human Resources Secretary Marilyn B. Tavenner. In addition to his duties as Deputy Commissioner, Mr. Ratke will lead the Commonwealth’s Comprehensive Children’s Services reform effort including the First Lady’s “For Keeps” initiative

The commissioner shared that First Lady Anne Holton and Secretary Marilyn Tavenner attended the recent VACSB Executive Director’s forum, where the First Lady shared information on the “For Keeps” program, designed to increase permanent family connections for children in foster care or at risk of entry into the foster care system.

Dr. Reinhard remarked that a large number of mental health related bills will be introduced and acted upon in the upcoming General Assembly Session.

**WELCOME &
PRESENTATION:**

Mr. Robert Johnson, Executive Director, Region Ten CSB welcomed the State Board to the Charlottesville area. Mr. Johnson shared that he has been the Executive Director for seven months and previously worked at Central Office and the Richmond BHA. He shared Region Ten’s mission/vision statements and goals. Mr. Johnson also shared Region 10’s legislative updates and priorities for the upcoming session.

Mary McQuown commended Mr. Johnson and staff for their emphasis on working with and listening to consumers.

**POLICY DEVELOPMENT
& EVALUATION
COMMITTEE:**

Wendy Brown presented for the Committee. The Committee recommended the adoption of revised Policy 1042 (SYS) 07-1 – Primary Health Care. This policy supersedes Policy 1032 (SYS) 92-1.

Upon recommendation by the Committee, the Board unanimously adopted Policy 1042 (SYS) 07-1.

Wendy Brown shared an overview of the proposed regulations and requested approval to adopt Regulation 12 VAC 35-190-10:

**MR Voluntary Admission Regulations – Regulations
establishing procedures for voluntarily admitting persons who
are mentally retarded to state mental retardation**

Upon a motion from Ruth Jarvis, seconded by Kathryn Smith, the Board unanimously approved the proposed regulations 12 VAC 35-190-10 to be sent out for a 60-day public comment period.

**PLANNING &
BUDGET
COMMITTEE:**

Linda Grasewicz, Senior Planner, Office of Planning & Development, reported on behalf of the Committee on behalf of Charline Davidson. Ms. Grasewicz summarized the public comments and recommended revisions received concerning the Comprehensive State Plan.



Ms. Grasewicz requested endorsement from the Board on the proposed recommendations to the 2008-2012 Comprehensive State Plan. Kay Smith commended Ms. Grasewicz and staff for their work to on the Comprehensive State Plan.

Upon a motion from Catherine Hudgins and seconded by Linda Bartlett, the board unanimously endorsed the proposed recommendations as presented.

**BOARD LIAISON
REPORTS:**

Linda Bartlett reported that she attended the Comprehensive State Plan Public Hearing at the Hampton-Newport News CSB.

Kay Smith reported that she attended the Southside Behavioral Consortium meeting. She shared that they are diligently working to disburse state funds in the most efficient way possible. Ms. Smith mentioned that her local CSB and the local branch of the Mental Health Association had an annual meeting, which she attended. She shared that Board Chair, Victoria Cochran and a Sheriff's Deputy from the New River Valley area presented on Crisis Intervention Teams and jail diversion program. As a result, there is a local group in her area looking to organize a jail diversion program.

 **McQuown** shared that she attended the System Leadership Council. They are currently working on standard of care guidelines. The guideline seeks to ensure that if a consumer relocates from one part of the state to another region, he or she would receive the same core service. She  attended the Mental Health Planning Council on December 5. Ms. McQuown reported that the Mental Health Planning Council is happy to have representation from the State Board at their meetings and they would like to develop a good relationship with the Board. Ms. McQuown informed the board that the Mental Health Planning Council requested to be included in the mass mailing list of board activities.

Catherine Hudgins reported that she plans to attend a Legislative Breakfast for the Coalition of Mental Health organizations on December 7. She planned to attend a substance abuse kick-off event for the Northern Virginia area. She also met with the Fairfax-Falls Church CSB.

Dan Karnes reported that he attended the Polytrauma and Combat Stress conference, “Virginia is for Heroes” held October 17 in Richmond. Mr. Karnes shared that the Board Chair, Victoria Cochran, presented at the conference.

**PREVENTION
PROMOTION**

ADVISORY COUNCIL:

Pat Cullen, who serves as Chair, updated the Board on activity of the Prevention Promotion Advisory Council (PPAC). Ms. Cullen distributed their current membership roster. She asked for Board input on the activities of the Council.

Appointment of the PPAC Council members was deferred until January due to omission of appointees’ resumes and/or biographies.

VACSB REPORT:

Ray Gudum, VACSB Board Chair, reported on behalf of the VACSB. Mr. Gudum distributed the VACSB Legislative Conference Agenda-at-a-Glance. He encouraged Board Members to attend the conference scheduled on January 20-23, 2008, at the Omni Hotel in Richmond. Mr. Gudum also distributed copies of the 2007 VACSB Annual Report.

OTHER BUSINESS:

Dan Karnes and Jewel Crosby informed the Board of the unfortunate family crisis facing Board Member, Rev. Cheryl Ivey Green concerning her husband’s serious health condition. Ms. Crosby asked Board Members to sign a card for Rev. Green along with sending flowers. (**ATTACHMENT**)

The next meeting of the board will be held Tuesday, January 15, 2008 at 10:00 a.m. at DMHMRSAS Central Office in Richmond. There being no further business before the board and upon a motion made by Linda Bartlett and seconded by Ruth Jarvis, the board unanimously voted to adjourn at 1:20 p.m.

Daniel E. Karnes, Vice Chair

Jewel B. Crosby, Secretary